

City of Houston
Affirmative Action and Contract Compliance Division

Good Faith Efforts

"Good Faith Efforts" means those efforts required to be made and demonstrated by an apparently successful bidder or propose prior to award of a contract (whether a Goal Oriented Contract or a Regulated Contract) and at the conclusion of performance of the Contract in the event it has been unsuccessful in meeting the contract MWBE goal.

A. Prior to Award - Good Faith Efforts for construction, procurement and professional services contracts shall mean at a minimum the following:

1. Delivery of written notice to the following:
 - a. All local certified MWBEs in the directory for the month prior to the month of the bid or proposal submission date and identified as performing work or services or providing commodities for all potential subcontracting or supply categories in the Contract; and
 - b. All minority and women focused associations identified in the directory for the month prior to the month of the bid or proposal submission date; and
 - c. All news media focused toward minority persons and women identified in the directory for the month prior to the month of the bid or proposal submission date; and
 - d. All MWBEs, which request information on the Contract.
2. The written Notice shall contain:
 - a. Adequate information about plans, specifications, and relevant terms and conditions of the contract and about the work to be subcontract or the goods to be obtained from subcontractors and suppliers;
 - b. A contact person within the apparent low bidder 's or proposer's office to answer questions;
 - c. Information as to the apparent low bidder's or proposer's bonding requirements, the procedure for obtaining any needed bond, and the name and telephone number of one or more acceptable surety companies to contact;
 - d. The last date for receipt by the bidder or proposer of MWBE bids or price quotations;
3. Attendance at any special pre-bid meeting called to inform MWBEs of subcontracting or supply opportunities, if set forth in the bidding or proposal documents.

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3. Division of the Contract, as recommended by the department head of the initiating City department and in accordance with normal industry practice, into small, economically feasible segments that could be performed by MWBEs.
5. Providing an explanation for rejection to any MWBE whose bid or price quotation is rejected, unless another MWBE is accepted for the same work, as follows:
 - a. Where price competitiveness is not the reason for rejection, a written rejection notice including the reason for rejection will be sent to the rejected MWBE firm;
 - b. Where price competitiveness is the reason for rejection, a meeting must be held, if rejected, with the price-rejected MWBE to discuss the rejection; and
6. Providing an explanation for rejection of any MWBE to the Affirmative Action and Contract Compliance Division, unless another MWBE firm is accepted for the same work, including the name of the non-MWBE firm proposed to be awarded the subcontract or supply agreement, and if price competitiveness is the reason for rejection, the MWBE's price quotation and the successful non-MWBE price quotation.

B. After Award - Good Faith Efforts for construction, procurement and professional services contracts shall mean at a minimum the following:

1. Designate an MWBE liaison officer who will administer the Contractor's MWBE programs and who shall be responsible for maintenance of records of Good Faith Efforts.
2. MWDBE/PDBE Reporting
 - a. Furnishing prompt MWDBE/PDBE Utilization Reports in a timely and accurate manner through the online Contract Monitoring System or via hard copy.
 - b. Respond to efforts to resolve disputes between prime and subcontractors, and genuinely attempt to resolve these issues.
 - c. Clear online Contract Monitoring System discrepancies monthly.
 - d. Contractor shall designate an MWBE liaison officer who will administer the Contractor's MWBE programs and who shall be responsible for maintenance of records of Good Faith Efforts.

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3. Deviation Requests - The contractor shall comply with the submitted MWBE plan, unless it has received approval from the Affirmative Action Director. Approval will not be unreasonably withheld. Upon approval, contractor will make a Good Faith Effort to replaced a removed MWBE with another certified firm.
4. Furnishing prompt written response to any written inquiry from the Director of any employee of the Affirmative Action and Contract Compliance Division regarding the MWBE's performance or information germane to the MWBE's certification;
5. Ensuring that at all times during the performance of any contract or subcontract subject to the requirements of Chapter1 of the Code of Ordinance the MWBE firm is engaging in a commercially acceptable function as that term is defined herein; and
6. Ensuring that no application, response to a request for information, or other factual material submitted to the Director or any employee of the Affirmative Action and Contract Compliance Division contains any material misrepresentation; and
7. Furnishing prompt responses to requests from the department administering the Contract, the City Attorney and the City Controller for information, books and record needed to verify compliance.
8. Attend all meetings, mediation and arbitration hearings as requested by the Director or his/her designee

CHAMBERS & COMMUNITY ORGANIZATIONS

ACRES HOME CITIZENS CHAMBER OF COMMERCE

Roy Douglas Malonson, Chairman/CEO

6130 Wheatley Street; Houston, TX 77091-3947; (713) 692-7003; Fax: (713) 691-7131

WEBSITE: www.aaccghchamber.com

- Promotes the growth and expansion of small business enterprises
- Promotes educational excellence
- Hosts Annual Juneteenth Zydeco and Blues Festival
- Supports Center for Business and Economic Development
- Provide business counseling, assistance and referrals
- Hosts Annual Awards Banquet
- Publishes Annual Business Directory and Community Resource Guide
- Provides weekly computer literacy, small business & accounting workshops & seminars
- Provides monthly networking lunch meetings, the first Thursday of each month
- E-mail: info@acreshomechamber.com

AMERICAN INDIAN CHAMBER OF COMMERCE OF TEXAS

Diana Woodward, Executive Director

P.O. Box 163047; Fort Worth, TX 76161; (817) 429-2323; Fax: (817) 451-3575

101 Summit Ave, Suite 401, Fort Worth, TX 76102

WEBSITE: www.aicct.com

- Quarterly newsletter
- Promotes economic development through seminars on certifications, business start-up and development, legal and tax issues, and genealogy
- Also sponsors networking opportunities and trade shows
- Promotes civic development through scholarship program, annual awards banquet and sponsorship of Native American Art show and community day
- Distributes American Indian Business Directory
- E-mail: dwoodard@aicct.com

ASIAN CHAMBER OF COMMERCE

Elsie Huang, President

6833 W. Sam Houston Parkway, Suite 206; Houston, TX 77072; (713) 782-7222; Fax: (713) 782-8676

WEBSITE: www.Asianchamber-hou.org

- Monthly business luncheons and networking, the second Wednesday of each month
- Quarterly mixer with other business organizations
- Trade mission
- Annual membership directory
- Annual Entrepreneur Award Gala
- Seminars
- Newsletter
- Annual Golf Tournament
- E-mail: elsiehuang@asianchamber-hou.org

COUNCIL OF ASIAN AMERICAN ORGANIZATIONS

Glenda Joe, Communications Coordinator

1714 Tannehill Drive; Houston, TX 77008; (713) 861-8270; Fax: (713) 861-3450

- Council of Asian American Organizations is a non-profit offering Asian ethnic resources, referral and cross-cultural technical assistance.

GREATER HOUSTON WOMEN'S CHAMBER OF COMMERCE

Suzan Deison, President

5851 San Felipe, Suite 350, Houston, TX 77057; (713) 782-3777; Fax: (713) 781-4956; Cell: (832) 466-9849

Email: sdeison@greaterhoustonwomenschamber.org

GREATER SOUTHWEST HOUSTON CHAMBER OF COMMERCE

Sue Schechter, President and CEO

6900 S. Rice Avenue; Bellaire, TX 77401; (713) 666-1521; Fax: (713) 666-1523

WEBSITE: www.gswbcc.org/

- Monthly breakfast and luncheon meetings
- Annual membership directory
- Website with links to member businesses
- Business before and after-hours networking opportunities
- Committees focusing on economic development, small business assistance, education, governmental affairs, etc
- Leadership 20/20 Program
- Golf tournament, arts and crafts festival, Hometown Heroes Luncheon, Women's Recognition Luncheon, Law Enforcement Recognition Banquet, Captain of Industry Luncheon, and other special activities

HOUSTON AREA URBAN LEAGUE, INC.

Judson Robinson III, President and CEO

Barbara Seymour, Chairman of the Board

1301 Texas Avenue; Houston, TX 77002; (713) 393-8700; Fax: (713) 393-8790

WEBSITE: www.haul.org/

- Operates the Community Technology Center which offers comprehensive computer literacy training
- Education and Support Services - academic support/parental involvement, higher education, and youth leadership
- Housing and Community Services - housing counseling program and home buyer seminars
- Workforce, Economic Development and Training Department - employment orientation and assessment, life skills training, referral placement, Job Club, and AT&T Digital Campus
- Health initiatives – Diabetes Education and Prevention programs
- Professional training and development seminars
- Technical Support for Small Businesses

HOUSTON CITIZENS CHAMBER OF COMMERCE

Jeffrey L. Boney, President

2808 Wheeler Street; Houston, TX 77004; (713) 522-9745; Fax: (713) 522-5965

WEBSITE: www.hccoc.org

- Membership open to any business, organization, or professional
- After hours networking events- monthly
- Board of Directors Meeting (first Wednesday of the month)
- Annual Scholarship Awards Program / May 2006
- African-American Business Achievement
- Pinnacle Awards
- SBA Outreach Office / 2nd & 3rd Tuesday SBA Seminars
- Conference room facilities
- Referrals to appropriate lending sources or agencies
- Membership/orientation meeting
- Email: president@hccoc.org

HOUSTON EAST END CHAMBER OF COMMERCE

Diane Lipton, President

550 Gulfgate Center, Houston, Texas 77087-3022; (713) 926-3305; Fax: (713) 926-0960

Email: diane@eecoc.org

HOUSTON HISPANIC CHAMBER OF COMMERCE

Dr. Laura Murillo, President & CEO

1801 Main Street, Suite 1075, Houston, TX 77002; (713) 644-7070; Fax: (713) 644-7377

WEBSITE: www.houstonhispanicchamber.com

- Membership open to any business concerned with Hispanic economic development
- Networking events: breakfasts, luncheons, awards banquet, after hours mixers, etc.
- Workshops and educational seminars focusing on business management development
- Managerial and technical assistance in domestic and international business

HOUSTON INTOWN CHAMBER OF COMMERCE

Charles Weiss, President & CEO

3000 Richmond Avenue, Suite 150; Houston, TX 77098; (713) 524-1739; Fax: (713) 524-1297

WEBSITE: www.houston-intown.com

- Chamber luncheons – Bi-monthly
- Networking breakfasts – Monthly
- Quarterly Intown Marketing Network
- Monthly *Houston Intown* publication
- Advertising opportunities
- Liaison with governmental agencies
- Professional Development opportunities
- Quality of Life initiatives
- Conference room facilities
- Special events
- Community outreach and development
- Fast Forward Young Professionals Mixer-Monthly
- Email: cweiss@houstoninwornchamber.com

HOUSTON WEST CHAMBER OF COMMERCE

Jeannie M. Bollinger, President and CEO

10370 Richmond Avenue, Suite 150; Houston, TX 77042; (713) 785-4922; Fax: (713) 785-4944

WEBSITE: www.hwcoc.org

- Membership open to any business on Houston's Westside
- Monthly networking breakfasts
- Monthly luncheon
- Networking Nights
- Advertising Opportunities
- Seminars and workshops
- Business-to-business referrals
- Annual golf tournament
- Business/International Expo
- Economic Development Star Awards luncheon
- Governmental Affairs luncheon
- Health Initiatives / Health Fair
- Teacher of the Year luncheon
- Ribbon cuttings, ground breakings, grand openings

INDO AMERICAN CHAMBER OF COMMERCE OF GREATER HOUSTON

Jagdeep Ahluwalia, Executive Director; (832) 746-8372

1535 West Loop South, Suite 200; Houston, TX 77027; (713) 624-7131; Fax: (713) 624-7132

WEBSITE: www.iaccgh.com

Membership open to any business, organization or professional organization.

- Quarterly Business/Networking Luncheons
- Periodic Networking Mixers
- Bi-lateral Trade Missions with India-incoming and outgoing
- Annual Golf Tournament
- Annual Awards Gala
- Seminars and workshops focused on economic development and small business assistance.
- E-mail: almamach@aol.com , iaccgh01@aol.com

LEAGUE OF UNITED LATIN AMERICAN CITIZENS (LULAC) - DISTRICT VIII

Francisco Rodriguez, District Director

Jose Jimenez, Deputy District Director

5207 Airline Drive, Suite 102; Houston, TX 77022; (713) 695-5980; Fax: (713) 697-1012

WEBSITE: www.lulac8.org

- Information and referral service
- E-mail: D8MGR@Lulac.org

N.A.A.C.P. ECONOMIC DEVELOPMENT COMMITTEE

Reuben Brown, Economic Development Chair

2002 Wheeler Avenue; Houston, TX 77004; (713) 526-3389; Fax: (713) 630-2699

WEBSITE: www.naacphouston.org

- Workshops and seminars for minority businesses (business start-up, marketing, and government contracting)
- Annual campaign to support, strengthen, and increase minority businesses
- E-mail: branch@naacphouston.org

NATIVE AMERICAN CHAMBER OF COMMERCE

Carroll Griffin Cocchia, President/Founder

7457 Harwin, Suite 307; Houston, TX 77036; (832) 251-6367; Fax: (832) 251-6312

WEBSITE: www.namcham.org

- Monthly newsletter
- American Indian Business Directory
- Educational and cultural programs
- Committed to culture, commerce, and community
- Assists in American Indian business development and growth
- Major corporate partnership and participation
- Member/co-creator of inner council of minority chambers - Greater Houston Area
- Nationwide membership and representation
- Member of Houston Minority Business Council
- Annual Corporate and Small Business Awards Gala
- Committees addressing mentoring, global diversity, internship, recruitment, bids, proposals, and member needs assessments
- Mediation between Indian Nations and the cooperate community, regarding employment, tribal councils, and protocol

TRI-COUNTY BLACK CHAMBER OF COMMERCE

Leondria Thompson, CEO

Homer Clark, President

P.O. Box 88376; Houston, Texas 77288; (832) 875-3977; Fax: (713) 839-7329

WEBSITE: www.tricountyblackchamber.org

- Membership open to any individual, organization, or business owner concerned with the business development and growth of African American businesses.
- Serves three counties- Fort Bend, Harris, & Galveston counties.
- Monthly membership meetings and orientation- the 3rd Thursday of each month.
- Annual Gold Cup Classic Golf Tournament, Banquet and Silent Auction.
- Annual Membership Conference.
- Active trade missions that provide business owners an opportunity to network and develop commercial relationships with potential partners in targeted countries.
- Business to business referrals.
- Technical assistance; educational seminars and workshops; networking events.
- Assistance with local, state, and federal certifications.
- Email: leondria@tricountyblackchamber.org

WOMEN'S CHAMBER OF COMMERCE OF TEXAS

Sandy White, Board member

1225 N. Loop West, Suite 1030; Houston, TX 77008; (713) 869-1144 (ext. 12); Fax: (713) 868-3101

WEBSITE: www.womenschambertexas.com

- Focus: women's issues in commerce
- Networking functions
- MAPcom: Money and Power Conference
- Luncheon every fourth Tuesday of the month
- Annual conference in the fall
- Business referrals and job leads

PROFESSIONAL ORGANIZATIONS

ALLIANCE OF MINORITY CONTRACTORS OF HOUSTON (AMCH)

Eugene Herrera, Chairman
1616 W. 22nd; P.O. Box 920859; Houston, TX 77008; (713) 802-4145; Fax: (713) 863-8522
WEBSITE: www.amchouston.org

- Promote contracting opportunities
- Monthly meetings with guest speakers and educational presenters (3rd Thursday of each month) HCCS Elgin at Main, free parking
- Plan Room at 1616 W. 22nd
- Monthly networking activities
- Information sources for contractors
- Monthly supplier/service provider presentation
- E-mail: info@amc-houston.org

ASIAN AMERICAN ENGINEERS/ARCHITECTS

Ramesh Gunda, PE, President-Elect
2627 North Loop West, Suite 224; Houston, TX 77008
Mindy Rueda, Marketing Coordinator; (713) 861-7068; Fax: (713) 861-4131
WEBSITE: www.aaea-houston.org/

- Referrals
- Bi-monthly dinner and networking meeting
- E-mail: rgunda@gundacorp.com or mrueda@landtech-inc.com

ASSOCIATED BUILDERS AND CONTRACTORS OF GREATER HOUSTON (ABC)

Russell Hamley, President
3910 Kirby, Suite 131; Houston, TX 77098; (713) 523-6222, ext 304; Fax: (713) 874-0747
WEBSITE: www.abchouston.org

- Monthly networking opportunities
- Construction and Maintenance Education programs
- Managerial Education
- Online Nationwide Construction referral service
- Contractor Insurance Program
- Offers Commercial and Industrial Construction Information Resources including
- Bi-monthly Construction Magazine, Online Plan Room Reports, Virtual Plan Room and informative website.
- Full Service Pan Rom with copying services
- Craft in multiple crafts
- Safety Training

ASSOCIATED GENERAL CONTRACTORS OF AMERICA, INC. (AGC) – HOUSTON CHAPTER

Ada Lam, Sr. Chief Financial Advisor
3825 Dacoma St.; Houston, TX 77092-8717; (713) 843-3700; Fax: (713) 843-3777
WEBSITE: www.agchouston.org

For Members Only:

- Fax, e-mail bulletins three times/week; daily website updates of construction projects out for bid; contract awards and lows, etc.
- Help with public and employee relations
- Use of plan room - blueprints available on jobs out for bid including all City, County, State, Fed projects and other private commercial projects
- Online project information using iSqFt technology
- Special membership for M/WBE, emerging firms, start-up businesses
- E-mails: Ada.L@agchouston.org

ASSOCIATION OF BLACK CONSULTING ENGINEERS AND ARCHITECTS

Sherif Mohamed, President

P.O. Box 771992; Houston, TX 77215; (713) 988-0145; Fax: (713) 988-4624

WEBSITE: www.abcea.org/pages/members.asp

- Promotes excellence in engineering and architecture
- Promotes increased opportunities for Black engineering and architectural firms
- Networking activities
- Monthly meetings first Tuesday of each month with guest speakers
- Influences policies to increase opportunities in the public and private sectors
- E-mails: info@abcea.org

ASSOCIATION OF MINORITY CONTRACTORS OF HOUSTON

Richard E. Battle, President

14418 Hiram Clark Rd.; Houston, TX 77045; (713) 433-5278; Fax: (713) 433-5287

WEBSITE: www.namc.org

- Selected bid specifications for review (City, County, and HISD)
- Promotes increased opportunities for minority contractors and suppliers
- Monthly meetings with guest speakers
- Networking activities

HISPANIC CONTRACTORS ASSOCIATION - GREATER HOUSTON AREA, INC.

Randy Magdeleno, Chairman

P.O. Box 111456; Houston, TX 77293; (713) 699-2732; Fax: (713) 695-1556

WEBSITE: No Website provided

- Networking activities
 - Information sources for Hispanic-owned businesses and Hispanic contractors
 - Promotes and increases opportunities for Hispanic-owned businesses and Hispanic contractors
 - National, state, and local affiliates
 - Monthly meetings, third Saturday of every month with guest speakers
 - Quarterly newsletter
 - Provides free information on City of Houston, Houston Minority Business Council, and METRO certification programs
 - Develops alliances with other associations and chambers
- Email: randymagdaleno@yahoo.com

HOUSTON BUSINESS & PROFESSIONAL MEN'S CLUB

David Harris, Chairman of the Board

3730 Kirby Dr., Suite 1010, Houston, TX 77098; Ph: (713) 789-7308; Fax: (713) 942-2007

WEBSITE: www.houstonbiz.org

- Co-sponsor of the Greater Houston Business Procurement Forum meetings every third Tuesday of each month

HOUSTON CONTRACTORS ASSOCIATION (HCA)

Jeffrey Nielsen, Executive Vice President

4001 Sherwood Lane; Houston, TX 77092; Ph: 713-349-9434; Fax: 713-349-9435

WEBSITE: www.houstoncontractors.org

E-mail: jnielsen@houstoncontractors.org

HOUSTON COUNCIL OF ENGINEERING COMPANIES, INC.

Stephen Costello, P.E., President

Christina M. Lindsay, Executive Director

2180 North Loop West, Suite 221; Houston, TX 77018; (713) 426-0800; Fax: (713) 426-0801

WEBSITE: www.houstoncec.org

- Promotes capital improvement projects throughout the City of Houston, Harris County, and surrounding municipalities and counties
- Assists County and City in writing guidelines and criteria for the National Pollutant Discharge Elimination System (NPDES)
- Technical review of the Harris County Flood Control District Design Criteria Manual, Harris County Design Standards, and City of Houston Design Manual
- Pursuit of cost-effective, quality-based selection processes by public agencies
- E-mails: chris@houstoncec.org

HOUSTON HISPANIC ARCHITECTS AND ENGINEERS (HHAЕ)

Robert Castillo, P.E., HHAЕ- President 2007

P.O. Box 421372, Houston, TX 77242; Ph. (281) 647-9182 Fax: (281) 647-9184

WEBSITE: www.hhae.org

- Focus: design services and ways Hispanic businesses can collaborate to complete projects
- Monthly meetings
- Hosts potential clients to allow individuals to directly market themselves
- Career guidance for young Hispanics
- Promotes economic growth among the members
- Scholarships and mentorship for young Hispanics
- Mission Statement - Our mission is to enhance the architectural and engineering profession by uniting in fellowship the architects and engineers of the greater Houston area; to promote economic growth among our members; to enrich them with scientific and technological developments; and to provide services and contribution towards the cultural endowment of our community.
- E-mail: info@hhae.org

NATIONAL ASSOCIATION OF MINORITY CONTRACTORS (HOUSTON CHAPTER)

Darryl Samuels, Executive Director

3825 Dacoma, Houston, Texas 77092; Ph. (713) 843-3791; Fax (713) 843-3701

Email: dsamuels@namctexas.com

WEBSITE: www.gnapartners.com

- Provide education and training to minority contractors in construction.
- Promote the economic and legal interest of minority contracting firms.
- Advocate law and government actions, which meet the concerns of minority contractors.
- Bring about more equitable and wider procurement and business opportunities for minority contractors.
- Reduce and remove the barriers to full equality, which confront minority contractors.
- Build bridges between minority contractors and the parties and entities with which they must work.

NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION (NAWIC)

Sandy Field, President

Ph (713) 681-8500

Email: sfield@cadencemcshane.com

WEBSITE: www.nawichouston.org/

NATIONAL ASSOCIATION OF WOMEN BUSINESS OWNERS (NAWBO) (HOUSTON CHAPTER)

Connie Smith, President – Greater Houston Chapter

6124 Highway 6 North #118; Houston, TX 77084; (281) 494-1010; Fax: (281) 494-1015

Email: info@nawbohouston.org

WEBSITE: www.nawbohouston.org

- The Houston Chapter of NAWBO is dedicated to the promotion of the interests of women business owners (also open to non-business owners).
- Monthly luncheon with networking and educational or motivational speakers

WOMEN CONTRACTORS ASSOCIATION

Sheri Morris, Executive Director

P.O. Box 6757; Houston, TX 77265; (713) 807-9977; Fax: (713) 807-9917

WEBSITE: www.womencontractors.org

- Women assisting women in achieving success in the construction industry
- Monthly meetings with networking and educational speakers
- E-mail: director@womencontractors.org